

Psychiatric Technician (Safety)

TL61/8253 – Exam Code: 7PB58



CALIFORNIA PRISON HEALTH CARE SERVICES (CDCR - PLATA)

OPEN – STATEWIDE

Continuous Testing

AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

EXAMINATION TYPE This is an open examination. Applications for this examination will not be accepted on a promotional basis. Career credits will not be granted.

LOCATION This examination is administered by the State Personnel Board utilizing the Internet.

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below may apply and take this examination at any time. Once you have taken the Training and Experience Evaluation examination, you may not retest for six (6) months.

HOW TO APPLY The Training and Experience Evaluation is available on the Internet. Applicants respond to questions regarding their ability to meet minimum qualifications, provide contact information, and take the Training and Experience Evaluation. The application form for Psychiatric Technician (Safety) is contained within the Internet process therefore a standard state application is not necessary.

If you do not have Internet access, there are public access Internet terminals in over 150 California public libraries. Contact your local library for information as to where the nearest Internet terminal is located and the policies related to usage. The State Personnel Board Service Center, located at 801 Capitol Mall, Sacramento, CA, also has Internet terminals that are available for public use at no cost. For more information, contact the Service Center at (916) 653-1705.

If you are not familiar with the Internet, you may have a friend or family member assist you. You may apply and take the examination on the Internet by connecting to the following online instructions:

http://www.spb.ca.gov/jobs/exams/exam_start.htm

Please note that the Internet system will be unavailable on Tuesdays between 7:00 a.m. and 1:00 p.m., (Pacific Standard Time), for processing and maintenance. **Do not** begin the application process on the Internet during this time, as your record will **not** be processed. It takes approximately one hour to complete the Application, and the Training and Experience Evaluation, on the Internet. If you begin the examination before 7:00 a.m. on Tuesday, be sure to allow sufficient time to complete the process.

**SALARY
RANGE(S)**

As of June 20, 2008

Salary for Adult Institutions (except the 3rd Day Visiting Program), Division of Adult Parole Operation, Division of Juvenile Justice and Division of Correctional Health Services Only

Range P: \$4,700.00 - \$4,814.00
Range Q: \$4,859.00 - \$4,976.00
Range R: \$5,038.00 - \$5,161.00

As of June 20, 2008

Salary for the Board of Parole Hearings and the Third Day Visiting Program in Division of Adult Institutions

Range A: \$3,033.00 - \$3,649.00
Range B: \$3,155.00 - \$3,808.00
Range C: \$3,282.00 - \$3,987.00

It is anticipated that positions utilized by the Board of Parole Hearings and the Third Day Visiting Program will also receive a pay increase in the near future.

Range A and P. These ranges shall apply to incumbents who do not meet the criteria for payment at Range B, C, Q, or R.

Range B and Q. Either:

1. Successful completion of 15 semester units of collegiate level job-related courses in a college or university of recognized standing. (Such courses shall correspond with those on a list of approved courses designated by the Department of Health and filed with the State Personnel Board. Credits received for courses required for licensing as a Psychiatric Technician shall not be accepted toward meeting this requirement.)

OR

2. Successful completion of an equivalent program of advanced employee training (beyond that required for licensing as a Psychiatric Technician) in the general field of psychiatric nursing and therapy, offered by the State Department of Health. (The advanced training plan shall be on file with the State Personnel Board.)

AND

Favorable recommendation by a departmental evaluation panel whose plan of evaluation shall have been filed with the State Personnel Board and whose evaluation shall have considered the employee's personal and job qualifications for therapeutic work with patients.

Range C and R. Successful completion of 15 additional semester units of job-related courses at an accredited college or university. (Such courses shall correspond with those on a list of approved courses designated by each State Hospital or Developmental Center. Credits received for courses required for licensing as a Psychiatric Technician, or for qualifying for Range B or Q, shall not be accepted toward meeting this requirement.)

AND

Favorable recommendation by the evaluation panel at each facility.

BENEFITS

- Deferred Compensation Plans (Savings pool, 401k and 457 plans)
- \$100 Monthly Bilingual Differential Pay
- 75% Reimbursement of Van Pool, \$65 maximum per month (\$100 primary driver)
- 75% Reimbursement of Public Transit Passes, \$65 maximum per month
- Flexible work hours (management discretion)
- Pre-tax parking (where applicable)
- Fourteen (14) paid holidays
- Generous paid vacation/sick leave or annual leave
- Jury duty/military/bereavement leave
- Health, Dental, and Vision Care Plans (Rural Health Care Equity Program for areas without HMOs)
- Pre-retirement death benefit
- Dependent Care Program
- Long Term Insurance (CalPERS)
- Home Loan Program (CalPERS)
- Legal Services
- Employee Assistance Program
- Work and Family Advisory Committee
- License or certificate renewal fee reimbursement (Actual Cost)
- Continuing Education (18 hours per fiscal year)
- Educational Reimbursement Program (\$840 successfully completes probationary period and appointed within 12 months of receipt of initial PT license)
- California Public Employees' Safety Retirement System

MINIMUM QUALIFICATIONS

Possession of a valid license as a Psychiatric Technician issued by the California Board of Vocational Nurse and Psychiatric Technician Examiners (BVNPTE). (Applicants who are within four months of completing the Psychiatric Technician curriculum accredited by the BVNPTE will be admitted to the examination, but they must secure this license before they will be eligible for appointment.)

Special Personal Characteristics: An interest in and willingness to work at correctional facilities in the Department of Corrections and Rehabilitation; understanding of the behavior of patients' or inmates' emotional stability; patience; tolerance; tact; alertness; neat personal appearance; and hearing and vision required for successful job performance.

Special Physical Characteristics: Possession and maintenance of sufficient strength, agility, and endurance to perform during physically, mentally, and emotionally stressful and emergency situations encountered on the job without endangering the health and well-being of the incumbent, fellow employees, patients, inmates or the public.

Applicants in this class are required to pass a drug-screening test. Testing of current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.

POSITION DESCRIPTION

A Psychiatric Technician (Safety) works under general supervision to provide a basic level of general behavioral and psychiatric nursing care and is expected through attitude, knowledge, and performance to facilitate the rehabilitation of inmates or parolees, and do other related work.

**TRAINING AND
EXPERIENCE
EVALUATION**

This examination will consist of a Training and Experience evaluation weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

Training and Experience Evaluation --- Weighted 100%

Scope:

A. Knowledge of:

1. Custody procedures, and public and property protection policies
2. Fundamentals of nursing care, general behavioral and psychiatric procedures, patient or inmate behavior, and mental health principles and techniques involved in the care and treatment of individuals or groups of developmentally or mentally disordered patients or inmates
3. Current first-aid methods
4. Medical terminology
5. Pharmacology
6. Cardiopulmonary resuscitation
7. Management Assaultive Behavior techniques
8. Hospital procedures

B. Ability to:

1. Learn and apply sound judgment for situations including the protection of persons and property
2. Apply basic nursing knowledge, skills, and attitudes
3. Establish effective therapeutic relationships with developmentally or mentally disordered patients or inmates
4. Recognize symptoms requiring medical or psychiatric attention
5. Think and act quickly in emergencies
6. Work with a treatment team to provide occupational, recreational, vocational, and educational therapy programs for patients or inmates
7. Follow directions
8. Keep appropriate records
9. Develop clear and concise reports of incidents
10. Analyze situations accurately and take effective action

**ELIGIBLE LIST
INFORMATION**

An open merged eligible list will be established for the California Prison Health Care Services (CDCR-Plata). The names of successful competitors will be merged onto the eligible list in order of final scores regardless of test date. Eligibility expires **12** months after it is established. Competitors must then retest to reestablish eligibility. Competitors may retest after six (6) months.

**VETERANS'
PREFERENCE
CREDITS**

Veterans' Preference credits will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veterans' Preference Points.

GENERAL INFORMATION

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The California Prison Health Care Services (CDCR-Plata) reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate eligible list in order of final test scores (except as modified by veterans' preference credits) regardless of the date of the test and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, the ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Veterans Preference: California law limits the granting of veterans' preference points in open entrance examinations and open non-promotional examinations. Credits in open entrance examinations are granted as follows: 10 points for veterans, widows, or widowers of veterans, and spouses of 100 percent disabled veterans; and 15 points for disabled veterans. Credits in open non-promotional examinations are granted as follows: Five points for veterans; and 10 points for disabled veterans. Directions for applying for veterans' preference are on the Veterans' Preference Application which is available from the State Personnel Board office, written test proctors, and the Department of Veterans Affairs, P.O. Box 1559, Sacramento, CA 95807.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

CALIFORNIA PRISON HEALTH CARE SERVICES (CDCR-PLATA) – (916) 445-1086

California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929

www.cdcr.ca.gov